



OAKLAND EDUCATION ASSOCIATION KNOW OUR CONTRACT

August 2018

Take this copy to your first faculty meeting!

Give a copy to your principal!

Keep it handy for you quick reference!



These are some of the typical issues that arise at the beginning of each school year. These contract highlights were the result of many OEA members' work and organizing efforts thru the years. Like all rights won, it's more effective to make sure the contract is followed from the beginning, rather than change conditions later through the grievance process.

Article 4: NON-DISCRIMINATION

- The Employer shall not discriminate against any unit member on the basis of race, color, creed, age, sex, ethnic background, national origin, political affiliation, domicile, sexual orientation, marital status, handicap, membership or participation in the activities of the Association.

Article 6: ASSOCIATION RIGHTS

- Administrators should make every attempt to reduce extra responsibilities of the OEA Rep(s) (contract Article 6.1.7).
- After school hours on the first Monday of each month are reserved for OEA business (6.1.12)
- An OEA report is scheduled after the close of the school faculty meeting (6.1.15).

Article 7: EMPLOYEE RIGHTS

- A unit member shall be entitled to have present at meetings an Association Representative when being formally reprimanded [or is called into a meeting with an administrator which s/he believes could lead to discipline].
- The Faculty Council shall be the site faculty decision making team. The FC members are elected from the faculty by a secret ballot arranged by the OEA Site Representative (7.2).

Article 9: LESSON PLANS

- While OUSD has never fulfilled its first obligation in the Side Letter of Agreement on Lesson Plans, the side letter provides the following Protection:
 - The site administrators will work with bargaining unit members to comply with the content requirements and utilize formatting morns. In doing so, the cite administrators will consider the parties' agreement to reduce paperwork (10.6.4)
- Lesson Plans are for teachers' use in organizing their instruction. The format is **NOT** to be determined solely by the administrators (9.2).

Article 10: 10 HOURS OF WORK/LUNCH/PREP TIME

- The work hours are in continuous block of:

Elementary: 6 hours 45 minutes

Secondary: 7 hours

On the weekly minimum day, the duty day is extended by 30 minutes to have teacher directed collaboration time. This time must be scheduled within the duty day. (10.9)

Psychologists: 8 hours

ECE Teachers: 7 hours (may be non-continuous)

- Working hours (K-12) shall not commence before 8:00am nor conclude later than 3:45pm, except on the minimum day when it can conclude by 4:15pm due to the 30-minute extension of the duty day (10.2.1). The contract contains more information on voluntary, compensated time beyond the limits.

See other side

- Professional activities and duties assigned by your administrator beyond the duty day shall not exceed five hours per month. Two of the five hours shall be set aside for parent-student-teacher contact. Staff Development time and other meeting (excluding faculty meetings) beyond your duty day cannot exceed three hours per month. Assigned duties beyond the five-hour limit are compensated at the extra duty hourly rate and are voluntary. (10.2.8).
- New employees shall be given consideration, whenever possible, for fewer or less demanding assignments (10.2.7).
- A duty-free lunch of no less than thirty continuous minutes. Even on rainy days. The length of the lunch period beyond 30 minutes is a site decision. Many schools have a 40-minute lunch period. It NEVER requires adding additional minutes to the duty day. The established minutes for the site lunch break shall be the same for all members at the site (10.2.12)
- Faculty meetings do not exceed 1 hour and 15 minutes (10.4.4).
- The first 30 minutes of each elementary workday shall be a preparation period (10.5.2). Some staffs have elected to have the 30 minutes at the end of their workday. Minutes are continuous.
- Elementary teachers have two (2) 50 minutes preparation periods per week (10.5.1). Teachers are compensated at their per diem hourly rate from the beginning of the third week for all prep periods not provided (10.5.3).
- Teachers are not required to attend any meetings they have not agreed to during their prep periods.
- **IEP Meetings:** Up to 2 hours of substitute coverage will be provided for each IEP meeting during the duty day. In the event that such meeting must be scheduled outside of the duty day, unit members shall be compensated at their per diem rate.
- Additional hours required for district mandated testing and paperwork associated, including any associated “bubbling in” or transfer of data to Scantron forms shall be carried out either during the school day or as part of the five hours of professional responsibilities.
- Secondary teachers and counselors are provided a daily conference period of the same length as the class period (10.6.3).
- At the elementary sites, the first two Wednesday minimum days of the year and the last Wednesday minimum day of the year shall be used exclusively for elementary unit member directed preparation and activities. No required meetings are to be scheduled for this time.
- Staff Development Days are included in your work year of 186 days.

Article 15: CLASS SIZE AND CASE LOADS

Class sizes are to be balanced (15.2.1):

- At the elementary level within 10 school days. 10th day for 2018: August 24.
- At the secondary level within 15 school days. 15th day for 2018: August 31.
- 10 school days in the second semester. 10th day of second semester: February 2.

Article 17: SAFETY AND SECURITY CONDITIONS

- The District and the Association are jointly committed to provide for the safety and security of all staff. Bargaining unit members shall not be required to work under unsafe or hazardous conditions or environments, or to perform tasks that endanger their health, safety, or well-being.

SCHEDULING MINIMUM DAYS

Additional minimum days can be scheduled by any site as long as the minimum instructional minutes are maintained. The minimum days for the last week of school are not automatic. They must be requested by the school site. Make sure your principal makes the request now.

ELECTIONS

Be sure elections are held at your site for these critical positions within the first week back.

- **OEA Site Representatives:** Need to be elected as soon as you return to work.
- **Faculty Council:** Elections should be conducted as soon as possible to ensure faculty issues are discussed and remediated by the site decision making body.
- **School Site Council Representative:** Approval of site plans and budgets and extra money coming to the site from State and Federal programs are made by this body. It is imperative to have representation on the School Site Council. That is the natural body to determine how LCFF moneys are applied at the site level based on site needs. We must take the lead in defining how this new way of budgeting is going to assist students and not increase consultants and administration.
- **Personnel Committee:** Established in the new contract, the elected members have parity with the principal in making site personnel decisions (12.2.2.3).

Our OEA/OUSD Contract is on-line at www.oaklandea.org

Getting OEA emails? If not, please contact: membership@oaklandea.org or call 510-763-4020.